

**PENDER ISLANDS PARKS & RECREATION COMMISSION (PIPRC)**  
**Minutes of a Regular Meeting**  
**Friday, November 16, 2018 (9:00 am)**  
**Plum Tree Court, North Pender Island**

**Present:** John Chapman, Susan Parr, Derek Wolff, Tim Hall, Ray Pink, Arnie Alksne, Kathy Curtis, Ben Symons (Maintenance Contractor), Shannon Brayford (recorder)

**Regrets:** Rob Fenton, Ben Maberley (Alternate to Director CRD SGI), David Howe (Director CRD SGI)

**Public:** Don Peden, Rob Bassett, Roy Moore, Graeme Garlick, Benjamin McConchie

## **1. CALL TO ORDER**

Chair John Chapman called the meeting to order at 9:01 a.m. He noted that the Commission is meeting in the Traditional Territory of the Coast Salish People.

He introduced the members of the public and invited the Commissioners to introduce themselves in turn.

## **2. APPROVAL OF AGENDA**

Chair Chapman recommended the following additions:

- 9e PIPRC Open House
- 9f Annual Dinner for Volunteers
- Discussion of Treasurer's Report will be conducted prior to item 5.

By general consensus, the agenda was approved as amended.

## **3. ADOPTION OF PAST MINUTES**

### **a) Minutes of October 19, 2018, Regular Business Meeting**

The following amendments were recommended:

- That item 6g be amended to read "g) Community Use of Parks: It was noted that Derek Wolff's draft web content, concerning park event usage, would be circulated again for review and then discussed at the next meeting."
- That misspellings of "Conery Crescent" be amended.
- Paul "Weir" be changed to "Weyer".

By general consensus the minutes were adopted as amended.

## **4. DELEGATIONS AND PUBLIC PRESENTATIONS**

Chair Chapman noted that delegations regarding the Lawn Bowling project will be attending the meeting at 10:00 am.

Chair Chapman introduced Don Peden, CRD Bylaw, and invited a discussion of general bylaw matters.

Note: Tim Hall arrived at 9:15 am.

Don Peden provided an overview of dog-related complaints relevant to the PIPRC.

A discussion was held regarding the following points:

- Dangerous dogs and related regulations.
- Definition that a dog must still be on control, even if the park calls itself "off leash".

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Adopted

- Camping and dumping rubbish in the parks are not within the usual scope of the local Bylaw Officer.
- RCMP are empowered to enforce any CRD bylaws.
- Jurisdiction of the CRD spreads to federal lands when it relates to domestic animal control.
- Tree cutting on right of ways appears to be outside of CRD Bylaw control.

There was general consensus that information on the dog-related matters shall be included in the next Pender Post article.

Don Peden encouraged the Commission to consider effective signage that will inform the public about bylaws that apply to the CRD Parks. He noted that the Bylaw Office in Victoria can help with the matter.

Note: Don Peden departed the meeting at 9:54 am.

Note: Item 4 Delegations was returned to later in the meeting, following Item 5.

## **5. MAINTENANCE REPORT**

Chair Chapman reported that the budget is projecting a small deficit that needs to be managed. He provided an overview of projected costs that could be delayed to the next fiscal year, including outhouse pump-outs and arborists.

Chair Chapman recommended that Ben Symons delay extraordinary work that might be easily postponed.

Note: The Delegation regarding the lawn bowling project arrived at 9:59 am.

Chair Chapman noted that a report was circulated by Ben Symons electronically.

### **a) Data Base Status**

Chair Chapman noted that this matter was postponed prior to the CRD election, but will now move forward,

### **b) Gowlland Point Steps**

Ben Symons noted that he circulated an alternative recommendation for the stairs. A discussion was held regarding the benefits and drawbacks of the two options. Chair Chapman requested that Ben Symons present sketches for each of the options.

### **c) Compass Crescent – Tiller**

Ben Symons described the changes made by the CRD and noted that the width of the access could encourage vehicle use. He recommended blocking the access at the Compass end. Chair Chapman noted that he will discuss the matter with the CRD.

*A.I.: JC*

### **d) Welcome Bay Steps**

Ben Symons noted that signs have been posted.

### **e) Thieves Bay**

Ben Symons reported that he and Kathy Curtis met regarding the planting of native plants and he provided images to show the plans. It was noted that the biologist from the Conservancy on Mayne Island could be brought to develop a site plan. There was general consensus that this shall be considered in the new year. There was general consensus that Pender Island Conservancy Association (PICA) be consulted as well.

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Adopted

Ben Symons also reported that he has been told that people are ignoring the warnings to keep off the new grass. There was general consensus that additional signs be added. Chair Chapman provided an overview of the recommendations made by Kathy Reimer regarding the erosion at the far right of the beach area.

*A.I.: JC*

There was general census that Chair Chapman shall write a letter of thanks to Ron Henshaw and that the note be included in the Pender Post article.

Chair Chapman also noted that the cleanouts have been GPSed and that the locations will be available in the PIPRC files for any future access needed.

**f) Boundary Pass**

Chair Chapman reported that the options have been presented to the owner regarding dealing with a large cedar tree, but the owner has not yet responded with a preference.

**g) Drummond Bay OA**

Chair Chapman reported that the agreement is being revised as it previously required that the owners maintain the bank. He noted that after this final draft is complete it should be ready to sign. He also reported that the agreement will continue in perpetuity unless one side would like to end it.

**h) Lively Peak**

Ben Symons reported that the recently planted grass on the edges of the egress is sprouting.

**i) Boatnook Status**

Chair Chapman noted that this item is on hold pending contractor availability.

**j) Magic Lake Picnic Area**

Chair Chapman reported that there has not been an update from the CRD regarding clearing the vegetation from the berm areas.

**k) Disc Park**

Chair Chapman noted that the Disc Park and Lawn Bowling rezoning were combined for cost savings, but that this is delaying the progress on the Disc Park. He noted that the Local Trustees are working in an attempt to remedy this.

Note: Item 5k) Disc Park was returned to following item 11.

**l) Enchanted Forest**

Chair Chapman noted that the Ben Symons will be moving forward with the trail and entrance revisions.

**m) Dog Park**

Chair Chapman reported that a complaint was given regarding the noise and that this person does not believe that they received a notice on the matter prior to the opening of the park.

**n) Swimming Hole Smoking**

No update at this time regarding bylaw enforcement procedures.

**o) Upkeep of Other Trails on Public Lands**

Chair Chapman noted that the Galiano Commission pays for the maintenance of trails on all public lands, but not on private land. He noted that this is relevant for the portion of the walking trail that exits on the Wein's property and falls on the Road Right of Way.

Note: Ben Symons departed the meeting at 10:30 am

Note: Chair Chapman returned to the delegations and invited the Lawn Bowling delegation to speak.

Roy Moore provided a rationale for dismissing Shingle Bay as a potential location.

A discussion was held regarding the development permit area in Danny Martin Park. It was noted that development in this area would require a biological assessment.

Roy Moore noted that this project could be delayed for a fiscal year to ease the fund raising requirements

**MOTION; Moved by Kathy Curtis, seconded by Arnie Alksne**, that a registered professional biologist be scheduled in December 2018 to complete an assessment of the Danny Martin Park community service wedge for a cost of up to \$1500. **CARRIED**

Chair Chapman reported that he consulted the CRD regarding the placement of a private clubhouse on park land. He noted that as long as membership is accessible to the community, there wouldn't be an issue.

The question was posed and there was general consensus that the Commission will continue to support this project.

Roy Moore reported that Danny Martin is supportive of the project and foresees opportunities to share resources. He also provided an overview of additional community support that they have identified.

Note: A break was held from 11:10-11:31 am and Ben McConchie (Islands Trust) arrived during that time.

Ben McConchie recommended a strategic plan moving forward and also gave his support to finding solutions for the Lawn Bowling and Disc Park matters.

**6. PRIORITY ITEMS**

**a) School Use Agreement Insurance**

Chair Chapman noted that there is not an update at this time on the agreement. He also reported that he has not received a response from the Ministry of Transportation and Infrastructure regarding being able to place an outhouse on the Right of Way.

**b) Thieves Bay Lawn Project**

Chair Chapman noted that the matter was discussed during the Maintenance Report.

**c) Lawn Bowling and Disc Park ReZoning**

Chair Chapman noted that the matter was discussed during the Maintenance Report and the Delegation.

Chair Chapman reported that the CRD and Islands Trust have indicated being willing to evaluate and improve the function of their inter-agency relationships.

Chair Chapman reported that the Disc Park Temporary Use Permit has been delayed due to statutory requirements at the Islands Trust end. He noted that if the delay cannot be resolved then the Disc Park will be without a shelter until the new year.

A discussion was held regarding the challenges of working with the Islands Trust.

**d) Master Plan Status**

Chair Chapman noted that this project will need to be revisited to plan a new way forward to completion.

**e) Donor for Parks**

Chair Chapman reported that the family donating funds to the Commission have been invited to attend a meeting, but have not yet selected a date.

**f) Proposed Bylaw to allow Bikes on Public Trails**

Chair Chapman reported that the draft completion is not active in the CRD.

**g) Community Use of Parks**

Derek Wolff noted that the report was circulated electronically and invited Commissioner comments.

The following recommendations were made:

- That the document be indexed
- That the date of application be increased to two months ahead of the event.
- That family gatherings and weddings be explicitly listed.
- That the number of people be specified to "more than 25."
- That "Dogs must be under control" be added under "Rules and Regulations."

There was general consensus that Derek Wolff shall make the amendments and return to the next meeting with a new draft.

It was further noted that the disc park events should be included under this umbrella.

*A.I.: DW*

**h) Trail Guardian Program**

Chair Chapman recommended that this matter be addressed at a future meeting.

There was general consensus that the matter shall be noted in the next Pender Post article.

Chair Chapman offered to circulate the guidelines that he sends to those who monitor his assigned trails.

*A.I.: JC*

**7. CORRESPONDENCE**

None.

**8. REPORTS**

**a) SGI CRD Director's Report**

None.

**b) Chairperson's Report**

None.

**c) Treasurer's Report**

Note: This item was discussed under Item 5.

**d) Recreation Report**

No report.

**e) Communications Report**

Chair Chapman reviewed the scheduled contributors for upcoming Pender Post articles. Ray Pink will write the December article, due November 20, 2018. Arnie Alksne will write the January article, due December 19, 2018. Derek Wolff will write the February article, due January 20, 2018.

*A.I.: RP, AA, DW*

**9. NEW/OTHER BUSINESS**

**a) Gift to PIPRC from PICA**

Chair Chapman reported that the book has been circulated to all Commissioners. Susan Parr requested a second time with the book.

**b) Commonality Meeting**

There was general consensus that the meeting was well done and worth attending. Chair Chapman noted that Pender will host the upcoming meeting in May 2019.

**c) Southern Gulf Islands Water Resource Panel Discussion**

Chair Chapman provided an overview and noted that Pender Island Trust Protection Society (PITPS) is looking for formal support of the proposed program for April 13-14, 2018.

**MOTION: It was moved by John Chapman, seconded by Tim Hall,** that the Pender Islands Parks and Recreation Commission supports fully the initiative of the Southern Gulf Islands Water Resource Panel Discussion, sponsored by Pender Island Trust Protections Society (PITPS). **CARRIED**

**d) AD FOR NEW COMMISSIONERS**

Chair Chapman noted that the ad will be placed in the Pender Post, that it will be noted in the future Pender Post articles, and that Chair Chapman will post it on the online forum.

*A.I.: JC*

**MOTION: Moved by Susan Parr, seconded by Ray Pink,** that the Pender Islands Parks and Recreation Commission place an ad in the Pender Post for new commissioners for a total cost of up to \$30. **CARRIED**

**e) OPEN HOUSE**

Chair Chapman recommended that the Commission plan an Open House. There was general consensus that this shall be considered for January. There was general consensus that Chair Chapman shall develop a plan and circulate it for consideration.

*A.I.: JC*

**f) VOLUNTEER DINNER**

Chair Chapman recommended a volunteer appreciation dinner and there was general consensus that this shall be done. Dates were considered and December 14, 2018 at Bridgeman's Pub at 6:00 pm was agreed upon.

**10. IN CAMERA**

Chair Chapman noted that there were no items for an In Camera session.

**11. NEXT MEETING**

The next meeting will be held on Friday, December 14, 2018 at 9:00 am at Plum Tree Court.

It was noted that a Temporary Use Permit application fee needs to be approved for the shelter at the Disc Park

**MOTION: Moved by Tim Hall, seconded by Derek Wolff,** that Pender Islands Parks and Recreation Commission submit an application fee of \$1100 to the Islands Trust for the Temporary Use Permit application for a shelter at the Disc Park, and that the Sponsorship from Executive Committee Application for 50% refund of that application fee also be submitted. **CARRIED**

**12. ADJOURNMENT**

By general consensus, the meeting was closed at 12:48 pm.